



The European Graduate School
EST. 1994

MA Graduation Requirements – Expressive Arts Master Exams E

The following items must be completed before a student can graduate. MA diplomas can **only** be handed out **after this list is completed**.

Please include the following items with your registration or bring them to check-in of Summer School:

- Page T “Thesis Requirement”** signed by your thesis advisor and editor, it shows that you have completed your thesis.
- All six M.A. modules need to be successfully completed and signed** in the Testatbooklet by the dean, the assistant to the dean, program director or a core faculty member.
 1. Module K or KS or former CT-1
 2. Module P or A-P or former CT-3 (field work, praxis / internship)
 3. Module F or former CT-5
 4. Module EXA-P or former CT-2
 5. Module EXA-D or former CT-4
 6. Module EXA-E former IT 3 or CT-6 will be signed after passing the exam successfully
 7. Page G “Graduation” will be signed after passing the exam successfully
- Copy of the thesis evaluation** from your thesis advisor.
- Confirmation letter for each completed module (K, F, P)** from the cooperating institute.
Please use the template you will find at the EGS Homepage:
<http://expressivearts.egs.edu/downloads>
- Thesis** and Abstract must be forwarded to the EGS administration office as a pdf or on an electronic device USB or CD.
- Thesis on the electronic database:** EGS stores your Thesis abstract in a database on the EGS website. Therefore you need to fill out the AHS Research Database Form at www.expressivearts.egs.edu/research-database-form

Advanced Standing Assessment ITS-A students need to have the *sur dossier* documents on file and have the Testatbooklet **page “ITS-A”** signed by the study advisor.

Students with a **study plan** need to have its completion documented and signed by the student advisor.

Bring to Summer School: Your **MA Testatbooklet** and **two paper copies of your thesis, including the abstract** (100–130 words in English). One copy is for the seminar “Presentation and Oral Defense” and the other copy is for the thesis display table.

To satisfy copyright requirements, you will have to give EGS permission as follows:



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(Included on the thesis cover page) “Hereby I give EGS the authorization to send the Thesis file on electronic media to people who are interested in my thesis.”

- Students who are provisionally accepted (do not hold a Bachelor’s Degree or its equivalent) must pass the Access Exam before the qualifying third Summer School.
- The Application needs to be complete.
- Please note that the original diploma paper will only be issued if all administrative and financial matters are completed (tuition and fees for room and board).

If your thesis is in its final stages, have your thesis advisor confirm this with a request to the program director or dean to attend the exams. The student may still participate in the graduation ceremony but will not receive the diploma. The diploma will be sent to the student after all the requirements are fulfilled.